

APPLICATION  
MONROE COUNTY  
PLANNING & ENVIRONMENTAL RESOURCES DEPARTMENT



**Inclusionary Housing Exemption Request to the Monroe County Board of County Commissioners**

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Inclusionary Housing Exemption Application Fee: \$900.00

*In addition to the application fee, the following fees also apply:*  
Advertising Costs: \$245.00

**Date of Submittal:** \_\_\_\_/\_\_\_\_/\_\_\_\_  
Month Day Year

**Property Owner:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mailing Address (Street, City, State, Zip Code)

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Email Address

**Agent (if applicable):**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Mailing Address (Street, City, State, Zip Code)

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Email Address

**Legal Description of Property:**

(If in metes and bounds, attach legal description on separate sheet)

\_\_\_\_\_  
Block Lot Subdivision Key

\_\_\_\_\_  
Real Estate (RE) Number Alternate Key Number

\_\_\_\_\_  
Street Address (Street, City, State, Zip Code) Approximate Mile Marker

**Land Use District Designation(s) of Property(s):** \_\_\_\_\_

**Present Land Use(s) of Property(s):** \_\_\_\_\_

## APPLICATION

**Provide reason(s) for exemption request (attach additional sheets if necessary):**

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**All of the following must be submitted in order to have a complete application submittal:**  
(Please check as you attach each required item to the application)

- ☐ **Complete application** (unaltered and unbound);
- ☐ **Correct fee** (check or money order to Monroe County Planning & Environmental Resources);
- ☐ **Proof of ownership (i.e. Warranty Deed);**

**If applicable, the following must be submitted in order to have a complete application submittal:**

- ☐ **Notarized Agent Authorization Letter** (note: authorization is needed from all owner(s) of the subject property)

If deemed necessary to complete a full review of the application, the Planning & Environmental Resources Department reserves the right to request additional information.

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge such information is true, complete and accurate.

**Signature of Applicant:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Sworn before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public  
My Commission Expires

Please send the complete application package to the Monroe County Planning & Environmental Resources Department, Marathon Government Center, 2798 Overseas Highway, Suite 400, Marathon, FL 33050.